

**SAN MATEO-FOSTER CITY
SCHOOL DISTRICT**

REGULAR BOARD MEETING
05/25/2023 05:00 PM
1170 Chess Drive
Foster City, CA 94404

MEETING MINUTES

1. CALL TO ORDER: 5:00 P.M.

2. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

None

3. RECESS TO CLOSED SESSION

- A. Level III Employee Grievance Conference [Art. 14.5 SMETA CBA; BB 9321.1; Government Code §54957]

4. RECONVENE TO REGULAR MEETING

- A. Report on Closed Session

Trustee Watkins Reported that the Board here by a unanimous discussion having completed with collaboration upon the Level III Employee Grievance there is a motion regarding this matter.

Motion Denied: Denied with a motion by Trustee Proctor and a second by Trustee Trinh.

Yes LaTisa Brooks
Yes Kenneth Chin
Yes Alison Proctor
Yes Maggie Trinh
Yes Shara Watkins

- B. Flag Salute

The flag salute was led by Trustee Watkins.

- C. Roll Call

The following board members were present:

LaTisa Brooks
Kenneth Chin
Alison Proctor
Maggie Trinh
Shara Watkins

D. Approval of Agenda: May 25, 2023

Motion Passed: Passed with a motion by Trustee and Chin a second by Trustee Proctor.

Yes LaTisa Brooks
Yes Kenneth Chin
Yes Alison Proctor
Yes Maggie Trinh
Yes Shara Watkins

E. Approval of Minutes: April 27, 2023

Motion Passed: Passed with a motion by Trustee Brooks and a second by Trustee Trinh.

Yes LaTisa Brooks
Yes Kenneth Chin
Yes Alison Proctor
Yes Maggie Trinh
Yes Shara Watkins

5. STATEMENTS

A. Public Statements Related to Non-agenda Topics:

Benjamin Cruz, Abbott Middle School Teacher, spoke about the safety and student behavior concerns at Abbott Middle School.

Lisa Fahey, Brewer Island Teacher, spoke about the end of the school year new directives and policies which indicates the lack of trust and professionalism. Teachers are being asked to clean all the classroom walls and turn in the keys before they leave for the summer.

B. Public Statements Related to Agenda Items: Persons will be called on at the appropriate time

C. Foundation / Committee / PTA Council Reports

Trustee Proctor attended the Sanctuary Task Force meeting where they reflected on the work that is being done with the goal of having two parent education nights and the second goal to come up with a website of resources for families in collaboration with the communications department.

Trustee Chin attended the Education Foundation Meeting where they talked about the plans for next year, the budget, outdoor education and the gala.

Trustee Watkins and Trustee Proctor attended a meeting with Foster City Council Member Jimenez and City of Foster City Manager Chatwin last week where they talked about safe routes to school, traffic safety and some updates on facilities and construction.

D. SMETA / CSEA / SMFCAA Updates

Alicia Aragon congratulated the District retirees and the classified employees for their hard work with the District.

Katherine Pratt congratulated the district retirees. Also congratulated two probationary teachers. Indicated that last week they had their SMETA recognition social and retiree function where they honor the SMETA members.

Amy Snow, Principal of Beach Park Elementary School, and the student body council spoke about how great it is to be a student at Beach Park Elementary School and shared events like spirit week and design team.

Carrie Betti, Principal at Highlands Elementary School, shared events going on at the school, science night, and Mermaid Junior student performance, and indicated that she is very proud of all the students. Also, thanked the teachers and community for supporting the Music for Minors showcases and fundraiser. Also thanked the teachers and the school community for supporting the school.

F. Recognition

1. Retiree Recognition

Diana Tavares thanked all the retirees for their dedication to our District.

School Principals and administrators honored their retirees and wished them success in their future endeavors. They made comments about the wonderful contributions they have made over the years.

6. PROPOSED CONSENT AGENDA (v)

Motion Passed: Passed with a motion by Trustee Chin and a second by Trustee Brooks.

Yes	LaTisa Brooks
Yes	Kenneth Chin
Yes	Alison Proctor
Yes	Maggie Trinh
Yes	Shara Watkins

A. BUSINESS/FINANCE

1. Ratify Change Order #2 to Rodan Builders, Inc. for the Bowditch New Drama & Science Buildings
2. Ratify Change Order No. 4 to Rodan Builders Inc. for the George Hall New Multipurpose Building and Support Classrooms
3. Approval of Resolution No. 33/22-23 - Surplus of Equipment
4. Ratification of Contracts & Consultants \$45,000 and Under
5. Approval of District Expenditure Report

6. Ratify Change Orders 2 thru 5 to Strawn Construction Inc. for HVAC Replacement Project Phase I, BP2
7. Ratify agreement with KGCS Inspection for the LEAD New MPR Building
8. Ratify Change Orders 2 thru 5 to F-H Construction Inc. for HVAC Replacement Project Phase I BP1
9. Gifts Presented to the Schools and Sites

B. HUMAN RESOURCES

1. Personnel Report: New Hires and Assignment Changes
2. Personnel Report: Resignations, Releases, and/or Retirements
3. Approval of Job Description of Teacher on Special Assignment (TOSA)-Science/STEM
4. Approval of Job Description for Teacher on Special Assignment (TOSA)-Equity Minded Extended Learning (ELO-P)
5. Approval of Job Description of Coordinator of Equity & Inclusion
6. Approval of Job Description of Teacher on Special Assignment (TOSA)-Culturally Responsive Curriculum & Practices
7. Approval of Crossing Guard Contract with City of San Mateo for 2023-2024 (V)
8. Approval of Crossing Guard Contract with City of Foster City for 2023-2024 (V)

C. STUDENT SERVICES

1. Approval of Overnight Field Trip
2. Approval of 2022-2023 NPA Contract Summary
3. Approval of 2022-2023 NPS Contract Summary

D. SUPERINTENDENT SERVICES / BOARD

1. Approval of Equity Task Force Phase 2 Members (V)

7. SUPERINTENDENT SERVICES / BOARD

A. Training: Open Public Meeting Requirements under the Ralph M. Brown Act, by AALRR Information/Discussion

Scott Holbrook presented and spoke about the Intent of the Brown Act, ensuring the public can participate in public meetings. Assist in facilitating public participation. Indicated that all meetings should be open to the public.

Clarifying Questions from the Board:

None

Public Comments:

None

Board Comments:

Trustee Chin thanked Scott Holbrook for the presentation and requested a Governance Board Handbook every year and a time limit per item. Also spoke about orderly conduct and having codes handy to use when necessary.

Trustee Watkins thanked Scott for the presentation.

B. Approval of 2023-2024 Board Meeting Dates (V)

Superintendent Ochoa presented the new dates for the Regular Board meetings, Study Sessions, and School Visitation for the 2023-2024 school year.

Clarifying Questions from the Board:

Trustee Trinh inquired about having a study session where they can talk about nutrition in our schools.

Public Comments:

None

Board Comments:

Trustee Watkins and Trustee Chin spoke about some dates they could not attend.

Trustee Trinh inquired about talking about school nutrition.

Superintendent Ochoa suggested making some edits to the current topics and adding school nutrition as a topic for a study session.

Trustee Watkins suggested creating a partnership with the City of Foster City and San Mateo to talk about safe routes to schools.

Trustee Chin indicated that he likes the idea of having a meeting with the two cities. Also would love to have an opportunity to talk about busing.

Superintendent Ocho suggested inviting the public to give feedback about this topic before we meet with the two cities.

Trustee Watkins also said she would like to discuss curriculum and process, book selection, and libraries.

Trustee Chin spoke about site visits and suggested having more people involved, like the PTA President, the ELAC President, or members of the PTA so that they can be ambassadors of our schools to help combat some of the issues we see.

Trustee Watkins indicated that she likes the idea of inviting more people to the school visitations.

Superintendent Ochoa suggested inviting stakeholders and other staff members to the visitations.

All board members had a discussion about the school visits and suggestions to improve the process.

Superintendent Ochoa asked the board to approve the Regular Board Meetings and Study Session dates, and we will come back with more information on how the school visitations will take place.

Motion Passed: Passed with a motion by Trustee Brooks and a second by Trustee Chin.

Yes	LaTisa Brooks
Yes	Kenneth Chin
Yes	Alison Proctor
Yes	Maggie Trinh
Yes	Shara Watkins

8. BUSINESS / FINANCE

A. Status Report of Capital Projects: Measure T, X, and other funding sources May 2023

Amy Ruffo made a presentation and a summary of the status update on the projects. She indicated that the new school in north central design is in progress, Highlands, LEAD MPR contracts have been awarded under budget, Bowditch classrooms will go out to bid in June, the solar projects were submitted to DSA, and they will have over \$60 million of construction in in progress this summer.

Clarifying Questions from the Board

Trustee Trinh inquired about what happens to the funds that are not used.

Amy Ruffo indicated that funds that are not used are returned to the fund balance, where they can be used for additional projects in the master plan.

Public Comments:

None

Board Comments:

Trustee Chin asked which sites would not have construction projects.

Amy Ruffo indicated we would not have construction projects at Meadow Heights, Fiesta Gardens, and College Park.

Trustee Proctor indicated that the projects are going well, and seeing how the buildings are being done is exciting. Thanked everyone for the hard work and congratulated all the teams doing this service.

Trustee Wakins also thanked everyone involved in the projects.

9. HUMAN RESOURCES

A. Approval of Employment Contracts for Multiple Administrators (V)

Diana Tavares indicated that To support the growth and stability of the District, the following administrators will be employed pursuant to individual written employment contracts approved by the Board of Trustees. The term of employment is from July 01, 2023, through June 30, 2026, to ensure that key programs will be led by proven, effective leaders.

Clarifying Questions from the Board:

None

Public Comments:

None

Board Comments:

Trustee Trinh expressed that she is excited about this and hopeful it will provide stability.

Trustee Brooks thanked everyone for their hard work and help in the community.

Trustee Chin indicated that he is super excited about this.

Motion Passed: Passed with a motion by Trustee Chin and a second by Trustee Trinh.

Yes LaTisa Brooks

Yes Kenneth Chin

Yes Alison Proctor

Yes Maggie Trinh

Yes Shara Watkins

10. EDUCATION SERVICES

A. Update on the 23-24 Local Control Accountability Plan (LCAP)

Pam Bartfield, Director of Curriculum and Instruction, indicated that the California Education Code calls for districts to seek input and develop each year an accountability plan for increasing student achievement which reflects district goals. That plan is called the Local Control Accountability Plan (LCAP).

Also indicated that the District staff has received feedback on the 2022-23 LCAP from various community and staff groups, guiding the 2023-24 LCAP development. Staff will provide an update in this May 25th meeting on the core goals, actions, and funding of the 2023-24 LCAP for Board feedback. At the June 8th meeting, the full LCAP will be presented for information and feedback in a public hearing. At the June 22 meeting, the final LCAP will be presented for approval.

Board Clarifying Questions:

None

Public Comments:

None

Board Comments:

None

B. Review 2023 English Language Proficiency Assessments for California (ELPAC)

Kiely Jimenez presented and indicated that Annually, English Learner students in grades K-8 participate in the state-wide ELPAC (English Language Proficiency Assessments for California). These assessments measure student learning in key areas specific to the student's grade level. Staff have already received results on the 2023 ELPAC for grades 3-8 and will present information on those results and on the improved testing process this year.

Board Clarifying Questions:

Trustee Chin inquired if we had more reclassified students this year.

Kiely confirmed that we had 466 students reclassified this year.

Public Comments:

None

Board Comments:

Trustee Watkins thanked Kiela for the important update.

11. BOARD MEMBER STATEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

Trustee Brooks said she would like to add a short-term/long-term goal item to a future agenda.

Trustee Chin expressed that he is excited that this is the last meeting before the end of the school year and thanked all the teachers for their hard work during the school year.

Trustee Proctor indicated that we have 8 more days of school and congratulated all the students that are being promoted to 8th grade and into High School.

Trustee Trinh also indicated that is happy about all the graduations and added that she would like to hear from the students in the future.

Trustee Watkins congratulated everyone for the end of the school year, hopes everyone enjoys the summer, and kudos to all. Also spoke about bringing the conversation about nutrition.

12. FUTURE MEETING DATES

Regular Board Meeting:

- June 8, 2023
- June 22, 2023

13. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

Public Comments:

None

The Regular Board Meeting recessed to the closed session at 9:37 pm

14. RECESS TO CLOSED SESSION

- A. Existing Litigation (Gov. Code §54956.9(1)(d)) – Case #2023020225
- B. Recommendation of Expulsion of Middle School Student – Case #0122-23HA

15. RECONVENE TO OPEN SESSION

- A. Report of Closed Session

Trustee Watkins reported:

Item 14.A. - a majority of the board voted 5 to zero to approve a compromise agreement in the Office of Administrative Hearings Case #2023020225 to resolve claims raised against the District in exchange for specified reimbursement for a student's private placement and funding for related services for the 2021-2022 and 2022-2023 school years.

Item 14.B. - a majority of the board voted 4 to 1 to deny expulsion of student ID# 261288943 from all schools in the District for violation of Education Code Section(s) 48900(a)(1); 48900(a)(2); and 48915(a)(1)(A).

16. ADJOURNMENT

- A. Adjournment (v)

Motion Passed: Passed with a motion by Trustee Chin and a second by Trustee Brooks.

Yes	LaTisa Brooks
Yes	Kenneth Chin
Yes	Alison Proctor
Yes	Maggie Trinh
Yes	Shara Watkins

The regular board meeting adjourned at 10:27 pm